



Healthy Places Funding Evaluation Form

As part of our ongoing monitoring of community events/activities funding support, we require all recipients to complete an evaluation form, within 4 weeks following the event/activity. Please could you complete this form and return to events@cumberland.gov.uk

Name of Organisation

Contact Name

Contact Address

Email Address

Telephone Number

Event/Activity

Date

Time

Location

Financial Support Awarded £

Financial Support Spent £

If all the financial support was not spent, when do you expect that it will be?

How many (approximately) people attended your event/activity

Please provide approximate attendance on the day/s

Please provide approximate number of stays overnight/s

Did the event/activity achieve your original objective?

Yes

No

Partly

If you answer or partly, could you provide more details?

How did you use the financial contribution? (Please break the amount down as far as possible.)

How did you acknowledge Cumberland Council's support?

Please tick which is applicable: (If you have samples of the literature produced or any copies of articles in newspapers please attached them to this form, thank you.)

Incorporate the Cumberland Council logo on all promotional material promoting the event/initiative (including online and printed) - abiding by the Council's branding guidelines.

Credit the Cumberland Council's funding in your press releases promoting the event/initiative.

Gave Cumberland Council the opportunity to have some space at the event (stand, table and chair etc) for promotional activity.

Tag Cumberland Council on your Facebook and Twitter pages.

Gave Cumberland Council the opportunity to have banners/promotional presence at the event/initiative e.g., flyers, pop ups, banners etc.

Had Cumberland Council logo on your website with a link to our web-site.

If any items from the above list are not ticked, could you please give a brief explanation as to why these could not be achieved? Additional comments may be included too.

Signed

Date

Please return to Healthy Places Team, Neighbourhoods, Cumberland Council, Civic Centre, Carlisle, CA3 8QG. Or Email [**events@cumberland.gov.uk**](mailto:events@cumberland.gov.uk)